



Submit by Email

Print Form

### Lucas County Information Services Checklist for Hardware/Software/Services

Department: Clerk of Courts

Funding Account & Description: 2900-8153-530100

Vendor: MTBT

State Term Contract ID

Requestor: Jeanne Lewis

Req. Date: 11/17/16

Type of Request (check all that apply):

- Hdw     SW     Services/New
- Purchase     Lease     Subscription
- Services/Support Renewal Original Purchase Date

Description or Nature of Request and for whom this is intended: New Ricoh copier

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
Ricoh MP 6054			1	\$ 6,310.50		\$ 6,310.50
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 6,310.50

Business Reason or Justification:

New Ricoh copier for Clerk Of Courts to be used for microfilm/record retention for the new E-filing system.

Lucas County Information Services  
Checklist for Hardware/Software/Services  
Page 2

**Planned Location:**  **If Other please specify:**

**Network Connection Required?**  Yes  No  N/A

**LCIS installation assistance needed?**  Yes  No **Date:**

**LCIS on-going support required?**  Yes  No  N/A

**ITB or RFP completed?**  Yes  No  N/A

**LCIS Management review completed?**  Yes  No  **Exclusion**

**DP Board Approved?**  Yes  No  **Exclusion**

**Date of Approval:**

**Comments:**

Prepared by Karen Schmitkey *KS 11/17/16*

Reviewed by Jeremy Burnat

Approved by Jason Gears *J. Gears 11/17/16*



*Proposal prepared for Lucas County Clerk of Courts – 1<sup>st</sup> Floor  
on Monday, November 07, 2016*

VOUCHER #: \_\_\_\_\_  
P.O. #: \_\_\_\_\_  
VENDOR ID #: 4320  
APPROVED BY: J. Lewis

*Req#243582*

Equipment Detail

Ricoh MP 6054 - 60 page per minute b&w system  
Mainframe includes 9" Color Operation Panel, Standard 220-Sheet SPDF, B/W PCL Printing, B/W & Color Scanning, 2 x 550 Sheet Paper Trays, 100-Sheet Bypass Tray, Duplex, 320GB HDD, 2GB RAM, Java VM, HDD Encryption, & included DOSS is ISO 15408 Certified.

**Accessories:**

- Stapling Finisher
- Large Capacity Paper Tray

*2900-8153-530100*

Installation & Training

Installation Charges (Includes Installed Accessories)	Included
System Training	Included

Maintenance Terms

Service Agreement	Term	Cost Per Impression
Black & White	Monthly	\$0.006

*MT Business Technologies, Inc.'s exclusive Quality Standard Maintenance Program includes all service, all parts and all supplies (except paper and staples) that are needed to make impressions. You never pay extra for toner or developer. You will also receive our exclusive "Performance Guarantee".*

Financing Terms

Option	Payment
Purchase Price	\$6,310.50*

\*Non-state contract pricing\*

Continued